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Approved For Release 2003/08/05 : CIA-RDP78-04718A000800290079-8

19 October 1953

MEMORANDUM FOR: Director of Security

SUBJECT : Participation in Government-wide Air Raid Drill and Command Post Exercise Scheduled for 5 November 1953.

- REFERENCES : (A) Communication Dated 23 September 1953 from the President to the Heads of Executive Departments and Agencies, Directing Participation in the District of Columbia Civil Defense Exercises.
- (B) Memorandum to Agency Representatives and Chief Building Wardens from the Deputy Director of Civil Defense for Federal Buildings (General Services Administration), Dated 28 September 1953, Subject: "Government-wide Air Raid Drill and Command Post Exercise November 5, 1953."
- (C) Memorandum for Deputy Director (Plans), Deputy Director (Intelligence), Deputy Director (Administration), Assistant Director for Communications and Director of Training from the Director of Central Intelligence, Dated 17 April 1953, Subject: "Fire, Disaster, and Air Raid Emergency Plans for Central Intelligence Agency Buildings."
- (D) CIA Notice to All Employees, No. Dated 19 May 1953, Subject: "CIA Emergency Plan: Instructions to Be Followed under Circumstances of Emergency."

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1. Reference (A) requires participation of this Agency, along with all other Government agencies in the District of Columbia, in the air raid drill and command post exercise scheduled for 5 November 1953. Reference (B) puts into effect the program which was distributed to the undersigned as this Agency's representative on the Civil Defense Advisory Committee at a meeting held on 11 September 1953.

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2. Pursuant to the provisions of Reference (C), a conference was held by the undersigned on 8 October 1953 with representatives of the Deputy Director/Plans (Mr. [redacted]), the Deputy Director/Intelligence (Mr. [redacted]), the Deputy Director/Administration (Mr. [redacted]), and the Assistant Director for Communications (Col. [redacted]); and on 14 October 1953 a separate meeting was held with Mr. [redacted], representing the Director of Training. The responsibilities of all persons and classes of persons in the exercise scheduled for 5 November 1953 were discussed in detail and the participants were requested to notify the Building Emergency Officers in the buildings under their respective jurisdictions to be present at a general meeting scheduled for 16 October 1953. The status of the building plans for the various buildings was reviewed and requests and suggestions were made regarding bringing the plans up to date, in view of the moves of various units currently in progress between the buildings.

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3. On 15 October 1953 the undersigned called upon Mr. [redacted], Chief, General Services, and Mr. [redacted] of his staff, and discussed the plans with them and the requirements which might be expected of the General Services Office in connection with the exercise. It was requested that Mr. [redacted] be present at the general meeting.

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4. On 16 October 1953 the general meeting was held by the undersigned and attended by the Building Emergency Officers or Alternate Building Emergency Officers of all Central Intelligence Agency buildings except two, to whose Building Emergency Officers the information was imparted individually at a later time. Also in attendance were Mr. [redacted] of the General Services Office, Mr. [redacted], Agency Safety Officer, and Captains [redacted] and [redacted] of the Guard Force. At this meeting a general explanation of the over-all air raid drill and command post exercise scheduled for 5 November was given to those present, along with a specific description and explanation of Central Intelligence Agency participation therein. An explanation of the part which will be taken by the Security Patrol was also given.

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5. Briefly stated, the plan for our participation and the time schedule are as follows:

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9:00 A.M. - Warning Yellow will be signaled over the bell and light system to guard posts located in "I" Building, Administration Building, Alcott Hall, "Q" Building, [redacted] Curie Hall, Quarters "I,"

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and Recreation & Services Building. Guards on duty at these posts will relay this information by telephone to guard posts in those buildings not on the bell and light signal system. The guards on duty at all posts will thereupon notify only the Building Emergency Officers of the existence of a state of Yellow Alert. No movement will be initiated upon this signal, but this interim period of time would, under actual emergency conditions, be devoted by the Building Emergency Officers to the mobilization of their first aid, rescue, and fire-fighting teams as a readiness measure in anticipation of trouble.

10:00 A. M.- Warning Red (immediately imminent attack) will be sounded in all Central Intelligence Agency buildings and everyone will follow the course of action prescribed by the provisions of Reference (D) and proceed to designated shelter areas as quickly as possible.

10:15 A. M.- Warning White (all clear) will be sounded in all buildings and all employees will leave the designated shelter areas and return to their places of duty.

6. The command post exercise will continue until 2:00 P.M. However, Central Intelligence Agency participation in this phase of the exercise will be modified to fit our own particular security requirements. That is to say, the individual Building Emergency Officers will not make direct contact of any description with the Federal Buildings Services control center command post, and will not make simulated reports thereto. Instead, the undersigned, operating as our own control center, will make all of the simulated reports covering all of our buildings. This will comply with the requirements of Civil Defense authorities that they be given a realistic load upon the Federal Building Services message center and a sufficient number of simulated situations to test their facilities, while at the same time it will fit our own established internal plan whereby all reports of casualties and damage, and requests for assistance, would be collected and rendered to our own control center through the facilities of the Security Patrol.

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7. Each Building Emergency Officer has been requested to make a brief report to the undersigned following the air raid drill covering the participation of his building therein and embracing his suggestions and recommendations for the future.



EPO/MWB:rvh (19 Oct. '53)

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Distribution:

Orig. & 1 cc Addressee
2 cc EPO

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